

## Title V Operating Permit Fee Frequently Asked Questions (FAQ)

### When are Title V permit fees due?

They must be post-marked by July 1, 2008.

### What forms are required?

Three (3) different forms are required:

1. Form 1.0 - Facility Identification (check the "Annual Emissions / Fee" box at the top)
2. Form 5.0 – Title V Annual Emissions Summary/Fee
3. Part 3 - Application Certification (sign under both "Certification of Fees" and "Certification of Truth, Accuracy and Completeness")

### How many copies of the forms are required?

Two (2) copies are required.

### If paying by check, to whom should it be made out?

Iowa DNR - Air Quality Bureau

### Where do I send the fee payment forms and fee?

Attention: Douglas A. Campbell, Supervisor  
Iowa DNR - Air Quality Bureau  
7900 Hickman Road, Suite 1  
Urbandale, IA 50322

### Where can I get the fee payment forms?

The forms can be downloaded from <http://www.iowadnr.gov/air/prof/oper/opapp.html> (click on the link to "Complete set of Title V fee payment forms due July 1"). To request a hard copy, call (515) 281-8549.

### Have any of the forms changed since last year?

No changes were made to Forms 1.0 and 5.0. Only minor changes were made to Part 3 and it has a footer date of December, 2007.

### Where are the instructions for completing the fee payment forms?

The instructions for completing each form are located on the same Operating Permit section's web page as above. They are the same instructions used for completing the Title V operating permit application. To request a hard copy, call (515) 281-8549.

### What should I do if I find an error in the emissions inventory I submitted earlier this year?

Include the corrected forms with your fee payment, along with a cover letter describing the corrections.

### If I used SPARS Web to submit my emissions inventory earlier this year, how do I prepare and submit the fee payment forms?

Log into SPARS Web and print Form 1.0 and Form 5.0 using SPARS print-preview feature. Make sure the forms are for year 2007. Do not print Part 3 from SPARS Web because it will not allow you to choose all the correct options for fee payment. Please download a Part 3 form

from our website, complete it manually, and let the responsible official sign it. For more SPARS information, contact DNR's Rachel Quill at 515-281-8983 or [rachel.quill@dnr.iowa.gov](mailto:rachel.quill@dnr.iowa.gov).

### Are there any pollutants that do not require fees?

Yes. You do not pay fees for carbon monoxide (CO), PM<sub>2.5</sub>, total particulate matter (PM), and ammonia (NH<sub>3</sub>) emissions. See the definition of "*regulated air pollutant (for fee calculation)*" in air quality rule 22.100 for more information. **Note:** Fees are required for PM<sub>10</sub> emissions. Please also note that no fees are required for greenhouse gas (GHG) emissions and do not include GHG emissions on Form 5.0.

### Is there a cap on the amount of emissions that require fee payment?

Yes. There is a 4,000 ton cap per pollutant.

### Do I need to pay fees on emissions from insignificant activities?

No. According to subrule 22.106(7), fees are not required for emissions from insignificant activities.

### Can I just include a total of all the HAPs emitted on Form 5.0?

No. HAP emissions need to be listed separately on Form 5.0, page 2, along with the appropriate Chemical Abstract Service (CAS) number.

### How do I avoid double-counting HAP emissions?

Most of the HAPs are also considered VOCs or particulate matter. For a listing of these HAPs, please visit the technical guidance portion of the Operating Permits web page. Please note that methyl ethyl ketone (MEK, CAS # 78-93-3) has been delisted. You are required to report the total for each HAP emitted on Form 5.0, page 2. However, you are not required to pay fees twice for the same emissions.

If a HAP you reported on page 2 of Form 5.0 is also included in the VOC or PM<sub>10</sub> total reported on page 1 of Form 5.0, DO NOT include the value in the Emissions Subject to Fees column. Enter "0.00" instead.

### DNR Air Quality Listserver

The DNR is offering a listserv to deliver timely air pollution control information directly to your e-mail. Targeted to those actively engaged in permitting and regulatory compliance, the "IAirTech" listserv offers the regulated public and consultants regulatory news, program updates, and technical guidance.

To subscribe, send a blank e-mail to:

[join-iairtech@lists.ia.gov](mailto:join-iairtech@lists.ia.gov)

The subject line is blank.

If you have questions, comments or ideas for list serve topics, please contact DNR's Mindy Kralicek at 515-281-7832 or email [mindy.kralicek@dnr.iowa.gov](mailto:mindy.kralicek@dnr.iowa.gov).